



Colorado



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Staff Training for NIMS Compliance

Close to 85 percent of the staff at the Colorado Department of Public Health and Environment have successfully completed the National Incident Management System-required “IS-700: Introduction to NIMS” and the “IS-100: Introduction to the Incident Command System” courses.

The Emergency Preparedness and Response Section continues to provide training and technical assistance to department staff so that the agency can reach its goal of becoming 100 percent NIMS-compliant.

To introduce the staff to incident command, the Emergency Preparedness and Response Section trainers developed an Introduction to NIMS classroom-version curriculum specifically for public health, in conjunction with several partners, including the Federal Emergency Management Agency (FEMA), the National Association of County and City Health Officials and the Centers for Disease Control and Prevention. In the last year, approximately 275 department employees have attended this training. The department shared this curriculum and a training manual with its regional partners.

Several approaches were employed to reach staff who are not highly involved in emergency preparedness and response in their daily workdays. First, a broadcast email was used to reach every employee. In addition, the department’s executive director, a member of the Governor’s cabinet, sent a letter to each staff member urging them to sign up for the live or online courses. In addition, the Emergency Preparedness and Response Section scheduled several technical assistance classes in the Department Operations Center, to allow employees a quiet place to take the online courses and examinations, with assistance as needed. To ensure that new employees complete NIMS training within 60 of their start date, the Emergency Preparedness and Response Section is working with division staff to add the NIMS training courses to the new employee orientation checklist. Department employees can access additional information about the required trainings on the department Intranet by selecting the link entitled “Frequently Asked Questions about NIMS training.”

It is critical to provide learning opportunities to department staff that reinforce the concepts learned in the IS-700 and IS-100 courses. That is why the Emergency Preparedness and Response Section trainers are developing a training that will teach employees about the department’s Emergency Operations Center and tabletop exercises, to help facilitate the discussion of how various programs within the agency will deal with different emergency situations.

Colorado Department
of Public Health
and Environment

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Supporting Documents

- Colorado Department of Public Health and Environment Intranet site
- Employee Broadcast, September 2005
- Letter from Executive Director, April 2006
- Employee Broadcast, September 2006
- NIMS and ICS Training Requirements
- NIMS Employee Agreement



**Colorado Department
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Additional Information

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